



STATE OF MICHIGAN

JENNIFER M. GRANHOLM
GOVERNOR

EMERGENCY TELEPHONE SERVICE COMMITTEE
EAST LANSING

SHERIFF DALE GRIBLER
CHAIR

ETSC MEETING
State Capitol Building
Room 424
Lansing

March 22, 2005
10 a.m.

MEETING MINUTES

MEMBERS PRESENT	REPRESENTING
Sheriff Dale Gribler, Chair	Michigan Sheriffs' Association
Mr. John Bawol	Assn. of Public Safety Comm. Officials
Mr. Steve Berenbaum	Telecommunications Association of Michigan
Mr. John Buczek	Fraternal Order of Police
Mr. William Charon, Vice Chair	Michigan Communications Directors Assoc.
Mr. Hugh Crawford	Michigan Association of Counties
Mr. Lloyd Fayling	Public Member, Senate Appointee
Ms. Suzan Hensel	National Emergency Number Association
Chief Kay Hoffman	Michigan Association of Chiefs of Police
Undersheriff Jim Hull	Deputy Sheriff's Association
Mr. John Hunt	Public Member, Governor's Appointee
Mr. Daniel Kearney	Michigan Public Service Commission
Mr. Jim Loeper, representing Mr. Robert Struck	UP Emergency Medical Services Corporation
Tpr. Michael Moorman	Michigan State Police Troopers Association
Mr. Bill Nelson representing Chief Paul Trink	Michigan Association of Fire Chiefs
Mr. Charles Nystrom	Public Member, House Appointee

MEMBERS ABSENT	REPRESENTING
Mr. Dale Berry	Michigan Association of Ambulance Services
Mr. Paul Hufnagel	Michigan Professional Firefighters Union
Ms. Norene Lind	Dept. of Labor and Economic Growth
Lt. Col. Thomas Miller	Department of State Police
Mr. Scott Temple	Commercial Mobile Radio Service

STAFF SUPPORT	REPRESENTING
Sgt. Matt Bolger	Michigan State Police
Ms. Harriet Miller-Brown	Michigan State Police
Ms. Janet Hengesbach	Michigan State Police

ROLL CALL

The Emergency Telephone Service Committee (ETSC) meeting was called to order by Sheriff Dale Gribler at 10 a.m. Roll call was taken and a quorum was present for the meeting.

Association of Public Safety Communications Officials • Commercial Mobile Radio Service • Department of Labor and Economic Growth •
Department of State Police • Deputy Sheriff's Association • Fraternal Order of Police • Michigan Association of Ambulance Services •
Michigan Association of Chiefs of Police • Michigan Association of Counties • Michigan Communications Directors Association • Michigan Association of Fire Chiefs •
Michigan Professional Firefighters Union • Michigan Public Service Commission • Michigan Sheriffs' Association • Michigan State Police Troopers Association •
National Emergency Number Association • Telecommunications Association of Michigan • Upper Peninsula Emergency Medical Services •
Members of the general public appointed by the Governor, Speaker of the House, and Majority Leader of the Senate

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APPROVAL OF MINUTES

A **MOTION** was made by Tpr. Mike Moorman to approve the minutes of the December 14, 2005, ETSC meeting. Supported by Chief Kay Hoffman, the motion carried.

Chair Gribler mentioned there is an article in the folders regarding Kalkaska County.

OLD BUSINESS

A. Videoconferencing

The State 9-1-1 Administrative office was requested to research the possibility of video conferencing. This would assist the members and other interested parties in the Upper Peninsula. The National Guard will be opening a new facility in Lansing in June 2005. There are two facilities available for members to view the meeting in the Upper Peninsula. Mr. Fayling and Ms. Hengesbach will visit the new facility when it opens in June.

NEW BUSINESS

Chair Gribler reminded the committee that three member appointments are set to expire this year; Mr. John Hunt and Mr. Scott Temple, appointed by the Governor and Mr. Lloyd Fayling, appointed by the Speaker of the House. The State 9-1-1 Administrative office will see to it that letters of request for appointment/reappointment are sent to the Governor and Speaker of the House.

A. Training Funds appeal

The Dispatcher Training Subcommittee met in February to review the applications for training funds, the committee rejected three (Montcalm, Center Line and Mt. Clemens). The State 9-1-1 Administrator received inquiries from representatives of these PSAPs and further discussed the reason for each rejection. They are appearing before the committee today to appeal the decision.

1. Montcalm County

Roger Cook, Interim Controller and Pat Carr, Administrator explained to the committee that the person who was the previous Controller completed the forms in December 2004; however, that person left the position without forwarding the forms to the State 9-1-1 office. When Mr. Cook took over this position he found the forms but it was beyond the submission date of February 11, 2005. Mr. Hugh Crawford made a **MOTION** to grant the appeal, Mr. John Hunt supported. After discussion with the representatives from Montcalm County, the ETSC voted on this appeal:

Yes - For	No - Against
Buczek	Bawol
Hunt	Hull
Hoffman	Nystrom
Nelson	Charon
Kearney	Gribler
Fayling	Moorman
Berenbaum	Hensel
Crawford	Loeper

Because of a tie vote from the committee, Chair Gribler told Mr. Cook and Mr. Carr they will need to re-appear at the June ETSC meeting for another vote.

March 22, 2005

2. Center Line – Mr. Tim Woelkers and Lt. Jerry Churilla appeared before the committee. Their application was rejected because the subcommittee rejected the signature in #10 as an unacceptable signature. Mr. Woelkers submitted a certified document from the Center Line City Clerk indicating this is the Chief Financial Officer's actual signature. They also noted his signature is accepted by financial institutions and the State Treasurer. Mr. William Charon made a **MOTION** to grant the appeal, Mr. John Bawol seconded. After discussion, the ETSC voted unanimously to accept this appeal.

3. Mt. Clemens – The representatives from Mt. Clemens Police Department did not appear today, but representatives from Macomb County Sheriff's Department came to today's meeting and said that the Mt. Clemens commission turned their dispatch center over to Macomb County. After discussion with the ETSC, Sheriff Gribler told the Macomb County Sheriff's Department they will need to re-appeal at the June ETSC meeting as they do not have standing.

B. SBC/Verizon Invoices

Two invoices, one from SBC and one from Verizon were submitted to the State 9-1-1 Administrative office from the Michigan Public Service Commission for approval from the ETSC. Mr. Hull made a **MOTION** to approve the invoice from SBC, Ms. Suzan Hensel supported, the motion carried. Mr. Hull made a **MOTION** to approve the invoice from Verizon, Chief Kay Hoffman supported, the motion carried.

C. Verizon Refund – Verizon Wireless recently mailed a refund to the ETSC for full costs of Phase II E911 Base Station Almanac (BSA) site calibration. Ms. Harriet Miller-Brown said the check has been forwarded to Treasury for deposit into the CRMS fund.

Sheriff Gribler thanked Michigan Chapter of NENA for the refreshments for today's meeting.

CMRS SUBCOMMITTEE REPORT

Lt. Col. Thomas Miller was unable to attend today's meeting, Sheriff Gribler, in his absence, reminded the ETSC members that they were provided copies of invoices. Support staff had previously removed all information identifying the CMRS suppliers from the documents. Contact was made by support staff with the Department of Treasury representatives to confirm the CMRS suppliers are registered with the State of Michigan and that funding has been contributed under the Federal Identification numbers provided by the suppliers.

A **MOTION** was made by Sheriff Gribler to approve payment of **invoices**: 04-0080, 04-0081, 04-0082, 05-0002, 05-0003, 05-0004, 05-0007 and 05-0008 for a total amount of \$254,898.73. Supported by Mr. Hugh Crawford, the motion carried.

A **MOTION** was made by Sheriff Gribler to approve payment of **invoices**: 04-0083, 04-0084 and 04-0085b in the amount of \$791,599.37. Supported by Mr. Crawford, the motion carried.

A **MOTION** was made by Sheriff Gribler to approve payment of **invoice** 05-0005 in the amount of \$160,472.24. Supported by Mr. Crawford, the motion carried.

Ms. Miller-Brown explained that one of the suppliers did not have enough funds to cover submitted invoices, the CMRS subcommittee recommended the supplier resubmit the invoice for the amount available to them, they did that, the CMRS Subcommittee approved and recommended payment (Invoice #04-0085b).

Sheriff Gribler noted there is approximately 25 million available in the CMRS fund after the above invoices are paid.

CALL MANAGEMENT SUBCOMMITTEE REPORT

Tpr. Mike Moorman discussed the Suggested Procedures for Call Management document that was presented to the committee at the December 14, 2004 meeting. It was presented as a draft with the request to members to read and contact him with comments. Tpr. Moorman made a **MOTION** to adopt this document as an ETSC policy. Supported by Chief Hoffman. Discussion followed. Members said that while there are many good suggestions for the operations of a PSAP, it should not be approved for all PSAPs. What may work for one location may not work for another. Tpr. Moorman reminded the Committee this document is merely suggestions, not mandatory, and that he is open to changes. After discussion the ETSC voted 15 against and one in favor of making this an ETSC policy. The Chair thanked Tpr. Moorman for his and the subcommittee's work on this document.

Sheriff Gribler, as chair of the ETSC, disbanded the Call Management Subcommittee.

LEGISLATIVE ACTION SUBCOMMITTEE REPORT

Ms. Miller-Brown updated the members that the Multi Line Telephone Service (MLTS) legislation is currently being worked on by the subcommittee. She invited the members to a Power Point presentation to be held today for legislators and their aides to address key issues. This will include 9-1-1 issues, finding a long term solution for funding, address rapidly changing technology affecting 9-1-1 and to get the sunset extended past December 2006.

POLICY SUBCOMMITTEE REPORT

In Mr. Berry's absence, Sheriff Gribler discussed the proposed Bylaws amendment to create an Executive Committee. This would give the State 9-1-1 Administrator some guidance regarding issues that are brought to that office in between the quarterly ETSC meetings. Mr. Hunt made a **MOTION** to adopt the addition of an Executive Committee to the ETSC bylaws for a term of one year, after one year (March 2006); the ETSC would review this amendment. Supported by Mr. James Loeper. Members discussed the role the new committee would have and why it is different from the current ETSC. Mr. Lloyd Fayling expressed some concerned about the statement in the bylaws: designated representative. Tpr Moorman explained that person would be specifically designated by that representative not just passing it off to someone else. Several members of the ETSC are filled with a designee in this matter. Also, this committee would not set policy or interpret the law. Following discussion, the ETSC voted:

Yes – For	No - Against
Bawol	Nystrom
Hull	Crawford
Buczek	Fayling
Hunt	
Hoffman	
Charon	
Nelson	
Kerney	
Gribler	
Moorman	
Hensel	
Berenbaum	
Loeper	

The vote was 13-3 in favor. The motion carried.

CERTIFICATION SUBCOMMITTEE REPORT

Mr. Charon discussed the draft version of the Appeals Process for challenges to Unallowable Expenditures of Wireless Funds. The Wireless Implementation Subcommittee developed this process and it has now transitioned over to the Certification Subcommittee. The process will now allow a county to contact the State 9-1-1 Administrative office to discuss the expense in question, if it cannot be resolved there, the question will be directed to the Certification Subcommittee then to ETSC if necessary. Mr. Charon made a **MOTION** for approval of the document. Supported by Hull, the motion carried.

Mr. Charon briefly discussed the Antrim County Compliance Review report. Antrim County was reviewed January 2005. A preliminary report has been sent to Antrim County. There was question regarding Necessary Corrective Action. After some discussion regarding the county plan, Mr. Fayling made a **MOTION** to table the Necessary Corrective Action issue of this report until the June meeting. Mr. Hunt supported. Mr. Charon will hold the document until some clarification can be made. Mr. James Fyvie, who was a member of the Antrim County compliance review team, noted that Antrim County is completely compliant and did an outstanding job in gathering the materials necessary and their overall cooperation during the review.

Isabella County has been randomly selected as the next county for a Compliance Review. Members selected for this review are Mr. John Bawol, Mr. Leonard Norman, Ms. Suzan Hensel and Ms. Harriet Miller-Brown.

Representatives from Leelanau County requested a review as they have moved and are now an independent body. At this point, the review is in progress. Mr. Bawol and Ms. Miller-Brown will make a preliminary visit to Leelanau County on Friday April 15, 2005. Following this visit, a date will be set to begin the review. Members participating in this review are Mr. William Charon, Mr. John Bawol, Sheriff Dale Gribler and Ms. Harriet Miller-Brown.

Based on a review of information submitted, Mr. Charon made a **MOTION** to certify all 83 Michigan counties for wireless funds. Supported by Hunt, the motion carried. Ms. Miller-Brown noted to the members that included in their packets today are a chart and map indicating each county's Phase II deployment status.

Mr. Joe Van Oosterhout inquired if the Certification Subcommittee made a decision regarding road signs as an allowable 911 expense under Allowable/Disallowable expenditures. The Subcommittee denied that request.

EMERGING TECHNOLOGY SUBCOMMITTEE REPORT

Mr. Fayling updated the ETSC that Emerging Technology Subcommittee has met twice in the last month. There are two issues which they have decided to work on initially; VoIP (Voice over Internet Protocol) Consumer Alert and Phase II Wireless Database Accuracy.

The subcommittee has developed a document that will explain what a consumer should look for and be aware of when purchasing VoIP. It will also have a paragraph at the end explaining what the ETSC is all about. The Attorney General's office reviewed for liability issues - it appeared to look good to them. The subcommittee decided this document should be issued from the ETSC with publication to all PSAPs for distribution to their local media and also placed on the ETSC website.

The Phase II Wireless Database Accuracy document was not completed in time for this meeting. Mr. Fayling made a **MOTION** to support VoIP Consumer Alert document and to be distributed to all PSAPs and local media. Mr. Nystrom supported, the motion carried.

March 22, 2005

He also noted to the committee that in their folders is an article discussing a recent VoIP episode that occurred in Texas,

DISPATCHER TRAINING SUBCOMMITTEE REPORT

Tpr. Moorman noted the Subcommittee met on February 18, 2005 to review the applications submitted for Dispatcher Training funds. Out of 190 eligible, 145 PSAPs applied and three were rejected. The three that were rejected appealed today before this committee and one was successful in overturning the decision of the subcommittee.

There have been inquiries to the State 9-1-1 Administrative office regarding to PSAPs not spending down previous years training money. Because of these inquiries, the subcommittee decided to amend the ETSC 510 form to show three previous years of training fund allocations and expenditures. Mr. Fyvie reminded the committee that recently passed legislation prohibiting the use of a full social security number. The forms for next year will be modified so that only the last four digits of the social security number would be listed on the forms.

The subcommittee also received an opinion from the Department of Treasury that unused training funds returned from PSAPs will go back into the dispatcher training fund account.

The subcommittee discussed the issue of training funds used to re-attend previous training. They decided that training funds could be used to attend previous training.

Another issue that has arisen is a need for development of minimum standards of training for telecommunicators. Ms. Miller-Brown sent out requests to obtain standards in other states. 18 states have minimum standards. Tpr. Moorman made a **MOTION** for the subcommittee to pursue minimum standards of training in Michigan. Ms. Hensel supported, the motion carried

Tpr. Moorman also told the committee there may be some training monies being used for non-approved MCOLES training. Monies are distributed specifically with the intent of using only for MCOLES approved training and if not used, should be returned to the training fund. Tpr. Moorman made a **MOTION** that Ms. Miller-Brown would enforce this policy when PSAPs are not in compliance. Ms. Hensel supported. Chair Gribler suggested the Certification Subcommittee review and develop language allowing this. The motion carried

STATE 9-1-1 ADMINISTRATORS REPORT

Ms. Miller-Brown began by thanking the Michigan Chapter of NENA for sponsoring her recent trip to Washington DC to attend the 9-1-1 Goes to Washington. It was very productive and informative. She updated the committee on Phase II compliance. There are now 60 of 83 Michigan counties that have deployed Phase II. Ms. Miller-Brown will be in Gaylord on Monday April 4 to meet with representatives from Dobson regarding delayed Phase II deployment. The state NENA conference will be held at Amway Grand Plaza and DeVos Hall in Grand Rapids May 22 – 25 with the first State 9-1-1 Administrators meeting to be held during the conference on May 25, 2005.

PUBLIC COMMENT

Mr. Fyvie updated the committee on BPO (Broadband over Power Lines). Grand Ledge was to begin this service but that has not occurred yet. There is testing for baseline inference in Grand Ledge and St. Johns area. The service is scheduled to start in St Johns in mid-summer but not all of the issues are resolved yet.

March 22, 2005

Sheriff Gribler asked that the Dispatcher Training Subcommittee develop a written appeals process to present at the June ETSC meeting.

NEXT MEETING

The next ETSC meeting will be held in Muskegon on Tuesday June 21, 2005. The location is yet to be determined but will be placed on the ETSC website when secured.

ADJOURN

A **MOTION** was made by Mr. Loeper to adjourn, supported by Mr. Bawol, the motion carried.

The meeting was adjourned at 12:30 p.m.